

VIRGINIA: A SCHEDULED MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS
HELD IN THE GENERAL DISTRICT COURTROOM OF THE SURRY COUNTY
GOVERNMENT CENTER ON THURSDAY, MARCH 3, 2016 AT 7:00P.M.

PRESENT: SUPERVISOR JOHN M. SEWARD, CHAIR
SUPERVISOR JUDY S. LYTTLE, VICE-CHAIR
SUPERVISOR KENNETH R. HOLMES
SUPERVISOR GIRON R. WOODEN, SR.

ABSENT: SUPERVISOR MICHAEL H. DREWRY

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR
MR. WILLIAM HEFTY, COUNTY ATTORNEY
MS. TERRI HALE, DIRECTOR OF FINANCE
MRS. DEBBIE NEE, COMMISSIONER OF THE REVENUE
MRS. TAMARA ARTHUR, EMERGENCY SERVICES COORDINATOR
MS. RHONDA RUSSELL, DIRECTOR OF PLANNING
SHERIFF CARLOS TURNER
MS. SCHARNELLE HAMLIN, VICTIM WITNESS COORDINATOR
MS. LINDA GHOLSTON, WORKFORCE DEVELOPMENT
MR. ERVIN JONES, DIRECTOR OF PARKS & RECREATION

CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Seward who then asked for a moment of silence. Following the moment of silence, she asked those present to stand and say the pledge of allegiance. Chairman Seward stated that Supervisor Drewry was unable to attend the meeting due to a recent injury.

CONSENT ITEMS

1. Approval of February 4, 2016 Minutes, Board of Supervisors
2. Approval of March 2016 Accounts Payable:

| | Accounts Payable | Additional | Total |
|-----------------|---------------------|---------------------|---------------------|
| General Fund | \$146,717.93 | \$183,384.59 | \$330,102.52 |
| Debt Service | \$0.00 | \$0.00 | \$0.00 |
| Capital | \$162,159.88 | \$27,203.90 | \$189,363.78 |
| Water & Sewer | \$27,480.88 | \$1,758.11 | \$29,238.99 |
| CSA | \$6,333.00 | \$275.00 | \$6,608.00 |
| Indoor Plumbing | \$0.00 | \$0.00 | \$0.00 |
| Juror Payments | \$0.00 | \$0.00 | \$0.00 |
| Totals | \$342,691.69 | \$212,621.60 | \$555,313.29 |

3. Appropriation Requests:

| | | |
|---|------------------|-----------------------|
| School System - March 2016 | Instruction | \$1,181,492.50 |
| | Admin./Health | \$79,467.29 |
| | Pupil Transp. | \$88,081.04 |
| | Operation/Maint. | \$125,360.08 |
| | Food Serv. | \$45,901.88 |
| | Debt Service | \$0.00 |
| | Capital Projects | \$0.00 |
| | Technology | \$49,157.71 |
| | Total | \$1,569,460.50 |
| <hr/> Dept. of Social Serv. - March 2016 | | \$150,000.00 |

Supervisor Lyttle made a motion that the Board approve the Consent Items as enumerated. Supervisor Holmes seconded the motion. Supervisors Lyttle, Homes, Wooden and Seward voted affirmatively to approve the motion.

PROGRESS REPORTS

1. VDOT

No Report

2. Treasurer

A. Investment Letter

Chairman Seward read the Investment Letter submitted by Mrs. Faye P. Warren, Treasurer, which stated that at the February 4, 2016 meeting, it was reported that the balance in the LGIP Fund was \$23,685,090.51. Since that report, accrued interest for January, 2016 in the amount of \$8,076.58 had increased that balance to \$23,693,167.09. Since the last report, \$500,000.00 was transferred from the LGIP to the General Fund leaving a balance in the LGIP of \$23,193,167.09. A CD was redeemed for \$500,000.00 with interest in the amount of \$10,383.47. The interest was deposited into the General Fund and the base amount was used to purchase another CD. As of March 3, 2016 the County had \$23,693,167.09 in total investments, including one CD valued at \$500,000.00 which will mature on January 28, 2018.

3. County Administration

A. Presentation: Projects Update

Mr. Brian Camden, Project Manager, addressed the Board to provide updates regarding ongoing projects in Surry County. Mr. Camden reported that the Surry County Visitors Center is completed with a

Grand Opening scheduled for Friday, March 25th. Staff has been informed that the architect is planning to submit the project for consideration for an award for the best historical renovation project in 2015.

Mr. Camden further informed that Everest Construction has completed work on the Gray's Creek Marina Restaurant renovation, with the exception of some minor punch-list items. The tenant is working to complete their improvement to the kitchen and bar areas. Staff anticipates all improvements and equipment installation to be complete by mid-March. The tenants are coordinating inspections by the Health Department and have applied for the necessary ABC licenses. About 90% of the staffing for The Surry Seafood Company has been hired and an anticipated soft opening of the restaurant is expected to take place by the end of March with a Grand Opening scheduled shortly thereafter. Mr. Camden stated that final design work on the new marina and floating docks is expected to be completed by the end of March with permitting occurring in early April.

Mr. Camden reported that engineering design work on the Town of Dendron's new water system is approximately 90% complete and engineers should be submitting final documents for permitting by the end of March. Advertisement for construction bids is expected in June 2016 with an award of contract anticipated in July. The system is being designed to meet the potential demand for 75,000 gallons per day.

B. Presentation: VACORP Facility Security Assessment

Mr. John Bolling, VACORP Risk Control Consultant, addressed the Board to present his findings resulting from a Facility Security Assessment performed in Surry County in November, 2015. Mr. Bolling informed that his assessment was completed on County facilities including:

- Surry County Government Center
- Maintenance/Sanitation Offices
- Resource and Employment Center
- Office on Youth
- Health Department
- Parks & Recreation
- Head Start Building

Mr. Bolling reported that the newer structures scored better in his assessment than some of the older buildings. He also informed that

parking areas were in need of better lighting and security cameras. Mr. Bolling suggested restricted access to all facilities, that all visitors to the Government Center be required to enter through the metal detector and that it be manned at all times, alarm system upgrades, and that other offices in the building, specifically Social Services, should implement safety barriers similar to what currently exists in the Treasurer's Office. He expressed concern about the use of the second floor of the Office on Youth due to the lack of an exit route from the second floor. Mr. Bolling concluded by stating that his report, in its entirety, would be forwarded to the Board for their further consideration.

C. Recommendation of Board of Equalization Members

It was the consensus of the Board to table action on this matter until their April 7, 2016 meeting.

D. Presentation: Victim Witness Program Update

Ms. Scharnelle Hamlin, Victim Witness Coordinator, and Ms. Linda Gholston, Workforce Development, addressed the Board to provide a quarterly report on activities. Ms. Hamlin reported that the Surry County Victim Witness Assistance Program received an additional \$3,023 for supplies, served 68 crime victims and received court ordered restitution in the amount of \$14,300 for victims of crime this quarter. Ms. Gholston reported 179 citizens seeking services at the Resource Center this quarter to complete employment searches, resumé writing and workshops. As a result of the devastating fire affecting S. Wallace Edwards & Sons, Inc., the center assisted in filing 10 unemployment claims, assisted with employment searches and resumé updates. GED classes are still being held at the Resource and Employment Center on Tuesdays and Wednesdays and enrollment continues to grow.

E. Presentation: EMS Transport/Billing Update

Mrs. Tamara Arthur, Emergency Services Coordinator, addressed the Board to provide an update regarding EMS Transportation Services and EMS Billing. Mrs. Arthur informed that the County had released an RFP in 2014 and awarded a contract for EMS Billing Services. However, due to the inability of Certified Ambulance Group to obtain the necessary documentation to implement billing for Surry County, the contract had been subsequently terminated. Additionally, she informed that an RFP combining EMS Billing and Medical Transport Services will be forthcoming later in March 2016.

F. Presentation: Broadband Update

Ms. Rhonda Russell, Director of Planning and Community Development, provided the Board with an update on the Surry County

Broadband Project. Ms. Russell informed that the next step in the County's Broadband project would be to secure a tower management company, which will be accomplished via an RFP and contract award at a later date. Additionally, an RFP will be issued to secure wireless service providers. Ms. Russell requested a meeting of the Surry County Broadband Authority on Thursday, April 7, 2016 at 6:00pm for the purpose of conducting a public hearing regarding a proposed Broadband Rate Resolution. Mr. Hefty informed Ms. Russell that she could schedule a public hearing by administrative action.

G. Request for Public Hearing: CUP 2016-01

Ms. Rhonda Russell, Director of Planning and Community Development, addressed the Board to inform that Tidewater Dirt Riders has requested a Conditional Use Permit to hold a Commercial Outdoor Recreational event as permitted by Article III Section 3-302, Permitted Uses(c). The subject property is zoned, Agriculture Rural District (A-R) and consists of 183 ± acres located on the North side of Swanns Point Road/State Route 610, beginning approximately 2,500'± west of the intersection of Driftwood Shores Drive, with approximately 75'± of frontage along Swanns Point Road/State Route 610 with an average depth of 3,800'± and bounded to the north by the James River. The subject property is commonly known as the Eastover property, and identified by Tax Parcel No.13-15A&C and addressed as 601 Eastover Drive. Ms. Russell reported that the Planning Commission had approved the CUP at their February 22, 2016 meeting.

Supervisor Wooden made a motion that the Board authorize the advertisement and scheduling of a public hearing on Thursday, April 7, 2016 at 7:00pm in the General District Courtroom of the Surry County Government Center for the purpose of hearing public comments with regard to the CUP application. Supervisor Holmes seconded the motion; all present voted affirmatively.

H. Appointment: Youth Services Citizen Board

Mr. Franklin informed the Board that an appointment was needed to the Surry County Youth Services Citizen Board to represent the Carsley District.

Supervisor Holmes made a motion that the Board appoint Ms. Vanessa Scott as the Carsley District representative to the Surry County Youth Services Citizen Board for a term beginning November 1, 2015 and ending October 31, 2019. Supervisor Lyttle seconded the motion which was unanimously approved.

I. Continuation of Meeting

Mr. Franklin recommended that the Board continue their meeting to Thursday, March 24, 2016 at 7:00pm for the purpose of hearing presentations from the Surry County School Board and Surry Department of Social Services regarding their FY 17 proposed budgets.

UNFINISHED BUSINESS

1. Appointment: Surry County Economic Development Authority

No action was taken.

2. Supervisor Kenneth Holmes stated that Supervisor Lyttle had been elected President of the Virginia Association of Counties (VACo) in November 2015 and asked Supervisor Lyttle for an update of her activities since her election. Supervisor Lyttle reported that she had attended VACo Legislative Day at the Virginia General Assembly. She also reported that she also attended a National Association of Counties (NACo) event which focused on the availability of grant funding to combat issues with poverty and education as well as global economic development.

3. Hampton Roads Sanitation District

Mr. Darryl Rickmond participated in a discussion with Board members and Mr. Franklin regarding the next step in the process of participation in the Hampton Roads Sanitation District (HRSD). Mr. Rickmond stated that HRSD would need a resolution of support to petition the Circuit Court to expand their jurisdiction to include Surry County and recommended that the Board consider action on such a resolution at their March 24, 2016 meeting. Mr. Rickmond further explained that HRSD, following action by the Circuit Court judge, would assume the management of the County's wastewater system and provide upgrades to the system's infrastructure as needed. Mr. Franklin informed Board members that the decision to turn over wastewater facilities to HRSD would be essential to Edwards Virginia Smokehouse in their efforts to rebuild in Surry County.

A lengthy discussion followed with some members of the Board requesting additional information before a decision could be made; specifically, Supervisor Lyttle suggested that the DEQ should weigh in on the matter. Chairman Seward stated that it was his opinion that the DEQ would look favorably on the County's association with a larger entity, such as HRSD, which has such a positive history of compliance. Mr. Franklin stated that the current limitations of the County's system and its inability to handle wastewater issues, such as exist with S. Wallace Edwards, significantly impacts the County's ability to compete in the arena of economic development. Mr. Franklin also informed that the County currently contracts with the Sussex Service Authority (\$200,000 annually) to provide

maintenance on the current system and would realize that amount in annual savings, should the County turnover the system to HRSD.

NEW BUSINESS

None.

CITIZEN COMMENTS

Mr. Mike Eggleston (Dendron District) addressed the Board regarding concerns about membership in the Hampton Roads Sanitation District (HRSD) and requesting that the Board consider posting the entire Board Agenda on the County's website.

Ms. Diane Cheek (Surry District) requested that the Board consider all options before making a decision regarding membership in HRSD.

Mrs. Helen Eggleston (Dendron District) spoke to the Board to express concerns regarding HRSD and to suggest that the County review its hiring and appointment processes to insure diversity in representation.

CLOSED SESSION

Supervisor Lyttle made a motion that the Board of Supervisors convene in closed session to discuss a matter regarding salary or other compensation of a specific employee as permitted by Virginia Code §2.2-3711(A)(1); and the disposition of publicly held real property where discussion in an open meeting would adversely affect our bargaining position as permitted by Virginia Code §2.2-3711(A)(3). The motion was seconded by Supervisor Holmes and unanimously approved.

Supervisor Holmes made a motion to return to open session and certify by roll call that the closed session was concluded and that nothing had been discussed except the matter or matters permitted to be discussed under the provisions of the Virginia Freedom of Information Act. Supervisor Lyttle seconded the motion; all present voted affirmatively.

ADJOURNMENT

Supervisor Holmes made a motion to continue the meeting until Thursday, March 24, 2016 at 5:00pm for the purpose of conducting a Board work session followed by a Board of Supervisors meeting at 7:00pm. The motion was seconded by Supervisor Lyttle and unanimously approved.